

STAUNTON COLEFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING
HELD IN STAUNTON VILLAGE HALL ON 6 FEBRUARY 2023 AT 19:00

[N.B. These minutes remain in draft form until approved at a subsequent meeting of the Council]



ABBREVIATIONS USED

FODDC Forest of Dean District Council **GAPTC** Gloucestershire Association of Parish & Town Councils
GCC Gloucestershire County Council **GH** Gloucestershire Highways **GCCR0W** GCC Rights of Way
HLS Higher Level Stewardship scheme **HMRC** His Majesty's Revenue & Customs
LAHM Local Area Highways Manager **NALC** National Association of Local Councils
RPA Rural Payments Agency **WVAONB** Wye Valley AONB

PRESENT

Cllrs Woodhouse (Chairman), Barter, Mobbs-Morgan, Rees & Richards.
Clerk – Mr Crighton. 3 members of the public.

3233 APOLOGIES None

3234 DECLARATIONS OF INTEREST

Councillor	Minute	Interest	Reason
Richards	3244.1 (item 22/49)	Disclosable pecuniary	Beneficiary
Mobbs-Morgan	3247.1	Disclosable pecuniary	Possible beneficiary
Richards	3247.1	Disclosable pecuniary	Possible beneficiary

Cllrs Mobbs-Morgan and Richards left the meeting while these items were dealt with

3235 DISPENSATION REQUESTS None

3236 MINUTES OF PREVIOUS MEETING HELD 9 JANUARY 2023

It was **resolved** to approve the minutes of the meeting; they were signed by the Chairman.

3237 MATTERS ARISING

3237.1 re minutes 3213.2 - it was reported that Cllr Allaway-Martin would fund all 8 grit bins, rather than 2 as previously thought. GH were awaiting delivery of the bins.

3237.2 re minute 3215 – it was reported that the theft of the danger signs at the Frogsmouth had not been reported to the police; new signs had been put in place.

3237.3 re minute 3217 – it was reported that the grass mowing contractor had confirmed no increase in the 'per cut' charge for the current year.

3237.4 re minute 3221 – it was noted that the details of the current planning permission for Stowfield Quarry had been circulated to members, which included 'standards' for blast vibrations; details of the s.106 agreement were still awaited.

3238 CLERK’S REPORT Nothing to report

3239 PUBLIC QUESTIONS

Mr Barter asked whether the recent meeting with Tarmac had been publicized as some residents had said they were not aware of it; notices had been placed in prominent places in the village. Cllr Woodhouse would prepare a report of the meeting.

3240 REPORT FROM COUNTY COUNCILLOR CAROLE ALLAWAY-MARTIN No report

3241 REPORT FROM DISTRICT COUNCILLOR DAVID WHEELER No report

3242 REPORTS FROM PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

3242.1 **Litter picking and footpath group.** Cllr Woodhouse reported compiling a record of footpaths in the parish and their condition.

3242.2 **Village Hall committee.** Cllr Mobbs-Morgan reported on the Christmas event, that the drain soak away had been repaired. The next meeting on 21/2/23 expected to appoint new members to the committee.

3242.3 **Forest Climate Network.** No report; representative unable to attend.

3243 PLANNING

3243.1 FOREST OF DEAN DISTRICT COUNCIL APPLICATIONS SUBMITTED - none

3243.2 FOREST OF DEAN DISTRICT COUNCIL DECISION NOTIFIED

	Location	Proposal	Decision
3243.2.1	Staunton: Broadstone Farm	Conversion of existing redundant agricultural barn into residential dwelling with associated works.	Permitted 20/1/23 – 13 conditions

3244 FINANCE

3244.1 ACCOUNTS FOR PAYMENT: it was **resolved** to authorise the following accounts for payment (Authority: Localism Act 2001 s.1). Cllrs Mobbs-Morgan and Barter to authorise.

BACS ref	Payee	Purpose	Amount	VAT	Payment value
22/47	Geosphere Ltd	Parish On Line annual subscription	36.00	7.20	43.20
22/48	Staunton Village Hall	Hall hire Apr 22 – Mar 23	243.00		243.00
22/49	AK Contracting	Grit bins replenishment	90.00		90.00
		TOTALS	369.00	7.20	376.20

3244.2 FUNDS RECEIVED TO DATE - £15680.08 (+ £175.08 – Wayleaves)

3244.3 AUDITS

3244.3.1 It was reported that the internal audit was scheduled for 14/2/23

3244.3.2 It was reported that PKF Littlejohn LLP had been appointed external auditor for further 5 years

3244.4 INSURANCE

It was reported that sums insured increased and now all assets covered (no premium increase).

3245 HIGHWAYS & RIGHTS OF WAY

3245.1 VEHICLE ACTIVATED SIGN (VAS)

It was reported that the VAS had been delivered, installed and was working.

3245.2 The following were reported:

- 2nd 'No entry' sign had been replaced.
- Leaf clearance on A4136 by The Elms had been undertaken
- Broken drain A4136 to be repaired, but breaking up again. Query raised concerning land over / under which water drains away.
- Surface damage A4136 by antique shop to be dealt with
- Consideration to be given to grass area by Rookery Lane entrance to be transferred to Parish Council for car parking. Initial plans for a car park on the land to be drawn up for consideration. Planning consent would be required.
- Brindsey Lane – concrete guttering to be installed along whole length – scheduled, but with no date.

3246 STAUNTON MEEND

3246.1 It was **resolved** to accept the quotation from Ronicle Ecology dated 8/12/22 for the preparation of a 10 year Grassland & Heathland Restoration Management Plan for the Meend and estimates for the preparation of a Countryside Stewardship Higher Tier agreements, the negotiation of the same and ongoing management and overseeing the delivery of the agreements in years 1 & 2.

It was agreed to await Ronicle's response as to liaison between them and the Working Group.

3247 OTHER PARISH LAND

3247.1 It was resolved to accept the quotation from Mobbs-Morgan Tree Care to fell the Holly tree on the boundary of The Pound and Elmlea. Work to be undertaken during February.

3247.2 It was reported that two more quotations were required for the work to repair the boundary wall between The Pound and Elmlea and that there was a need to establish whose responsibility the wall was.

3248 PARISH EMERGENCY PLAN

It was reported that there had been no progress with this project; a meeting of the Working Group would be arranged.

3249 STAUNTON VILLAGE HALL

The Secretary and Treasurer of the hall committee were welcomed to the meeting to discuss concerns of the committee around the future of the hall and more specifically funding of future major repairs and maintenance. Income in recent years had declined, due at least in part to COVID, such that the hall was operating at a loss. Several possible options were discussed which the Parish Council would consider. It was intended to appoint new members to the committee shortly and hoped that they could bring fresh ideas for income generation.

3250 MILLENNIUM PROJECT – VILLAGE PUMP

It was reported that the sign had been ordered, the site identified and that the pump would be installed in the very near future.

3251 JUBILEE ORCHARD

It was reported that an offer had been received from the Henry & Benedict Hall Charity, which owns land on which the allotments have been created, to plant the Jubilee Orchard on that land. Details of numbers of trees to be established and then purchased and planted.

3252 CLERK VACANCY

The meeting approved the advertisement for the vacancy, the Terms & Conditions of Employment and the Job Description. The advert would be placed on the GAPTC website.

3253 CORRESPONDENCE

3253.1 Farming & Wildlife Advisory Group (FWAG) South West – invitation to become a member.
Clerk to enquire of subscription cost.

3254 MINOR MATTERS

3254.1 The Council agreed that the documents stored in the hall cupboard could be transferred to the loft of the building
3254.2 The meeting was reminded of the timetable for the forthcoming election and the requirement for voters to produce photo i/d at the polling station.

3255 PUBLIC COMMENT

Mr Barter said that residents must engage with the village hall if they wanted it to continue as a viable village amenity - new ideas for events were needed eg film nights, clubs etc

3256 ITEMS FOR FUTURE MEETINGS

Mar – village hall
Apr – arrange assets inspection

3257 DATES OF FUTURE MEETINGS

Date 2023	Time	Meeting	Venue
6 Mar	1900	Monthly Council meeting	Village hall
3 Apr	1900	Monthly Council meeting	Village hall
4 May			
15 May [#]	1900	Annual Parish Council Meeting	Village hall
15 May	Following Annual Parish Council Meeting	Annual Parish Meeting	Village hall
5 Jun	1900	Monthly Council meeting	Village hall
3 Jul	1900	Monthly Council meeting	Village hall
7 Aug	1900	Monthly Council meeting	Village hall
2 Oct	1900	Monthly Council meeting	Village hall
6 Nov	1900	Monthly Council meeting	Village hall

1st meeting of new Council to be held within 14 days of the Day on which Councillors take office, which is 8th May

NB Final dates for next agenda:

1. Proposed major amendments to minutes – 10 days before the next meeting
2. Agenda items – 8 days before the next meeting
3. Request for dispensations – 3 days before the next meeting

Rota for undertaking in-house checks prior to these meetings, please arrive by 1830.

2023

March Cllrs Richards & Barter

(provisional from here, subject to May election):

June Cllrs Rees & Mobbs Morgan

October Cllrs Woodhouse & Richards

2024

January Cllrs Barter & Rees

The meeting closed at 20:58